Mail
E-mail should be used for important study administration information. For example, reminders about deadlines, exam information etc.
- Do not expect students to check their SDU email on a daily basis.

Itslearning
On itslearning, the content should relate exclusively to the specific teaching.
Here the students can learn more about where the teaching materials are located, what needs to be prepared, whether classes have been cancelled, etc. Make it easy and manageable by using a consistent structure of the content.
- Most students check itslearning every day.

MitSDU
The web pages on mitsdu.dk contain important knowledge about the rules and frameworks for the study programmes. The students rarely or never visit mitsdu.dk, Therefore, it may be necessary to refer to the information from e.g. itslearning. This is best done by linking to the specific webpage on mitsdu.dk. Avoid copying text content from mitsdu.dk directly into itslearning, as the content is updated continuously and may therefore vary and/or become out of date.
- Do not expect the students to find information on mitsdu.dk themselves.

Other channels such as EOM and Facebook
Use other channels such as EOM (Messaging and Event Calendar module on mitsdu.dk) and unofficial channels such as Facebook, to inform about social activities, information from local student associations, posts from external stakeholders, etc.